

Traffic Advisory Committee
Annual Agenda¹—2023
Approved by Rules Committee: November 1, 2022

I. COMMITTEE INFORMATION

Chair:	Hon. Gail Dekreon, Judge, Superior Court of San Francisco County
Lead Staff:	Jamie Schechter, Attorney, Criminal Justice Services Office
Committee's Charge/Membership: Rule 10.54 of the California Rules of Court states the charge of the Traffic Advisory Committee, which is to make recommendations to the Judicial Council for improving the administration of justice in the area of traffic procedure, practice, and case management and in other areas as set forth in the fish and game, boating, forestry, public utilities, parks and recreation, and business licensing bail schedules. The Traffic Advisory Committee currently has 13 members. The current committee roster is available on the committee's web page.	
Subcommittees/Working Groups²: None.	
Meetings Planned for 2023³ (Advisory body and all subcommittees and working groups) Date/Time/Location or Teleconference: <ul style="list-style-type: none">• In-person meeting October 2023 in San Francisco.• Bi-weekly telephone conferences as needed throughout the year. <input type="checkbox"/> Check here if exception to policy is granted by Executive Office or rule of court.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ⁴ [Group projects by priority number.]	
1.	Placeholder for Projects assigned by the Ad-Hoc Workgroup on Post-Pandemic Initiatives (P3)	Priority 1(e) ⁵
		Strategic Plan Goal 3 ⁶
<p>Project Summary⁷: The Ad Hoc Workgroup on Post-Pandemic Initiatives (P3) is currently working to identify successful court practices that emerged during the COVID-19 pandemic. P3 recommendations may be referred to specific advisory bodies for development and/or implementation.</p> <p>Status/Timeline: TBD</p> <p>Fiscal Impact/Resources: Include JCC staff/fiscal resources (e.g., potential BCP), fiscal impact to JCC/trial court (e.g., IT contract), and other relevant resource needs.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: TBD</p> <p>AC Collaboration: TBD</p>		

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to the law; 1(b) Urgently needed to respond to a recent change in the law; 1(c) Adoption or amendment of rules or forms by a specified date required by statute or council decision; 1(d) Provides significant cost savings and efficiencies, generates significant revenue, or avoids a significant loss of revenue; 1(e) Urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(f) Otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk; 2(a) Useful, but not necessary, to implement statutory changes; 2(b) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of The Strategic Plan for California's Judicial Branch the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or "end of action" to be achieved for the coming year.

#	New or One-Time Projects⁴ [Group projects by priority number.]	
2.	Revision of Traffic Instructions and Citations (TR-INST, TR-100, TR-106, TR-108, TR-115, TR-120, TR-130, TR-135, TR-145)	Priority 1(e)⁵
		Strategic Plan Goal 3⁶
	<p>Project Summary⁷: Traffic citation forms fall within the purview of the Traffic Advisory Committee. The forms were last modified in 2015. The forms are confusing, and some sections are out of date. In 2022, the committee began developing revisions to citation forms using plain language and other updates. Behavioral science experts who helped to identify improvements to the MyCitations system for online ability-to-pay determinations have been assisting with this effort.</p> <p>Status/Timeline: Anticipated circulation for comment in Spring 2023.</p> <p>Fiscal Impact/Resources: Committee staff, Criminal Law Advisory Committee.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: California Highway Patrol and other law enforcement agencies.</p> <p>AC Collaboration: TCPJAC/CEAC</p>	
3.	Revision of Trial by Declaration forms including: (form TR-200), (form TR-205), (form TR-210), form TR-215), (form TR-220), (form TR-225), and (form TR-235)	Priority 1 (a)⁵
		Strategic Plan Goal 3⁶
	<p>Project Summary⁷: These forms have not been revised since 1999-2000. At least one of the forms cites an incorrect statutory subdivision that was changed over 20 years ago. The forms should be reviewed and potentially revised for legal accuracy and readability.</p> <p>Status/Timeline: Anything other than technical changes will require circulation for public comment, anticipated circulation for comment in Spring 2023.</p> <p>Fiscal Impact/Resources:</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Anything other than technical changes will circulate for public comment.</p> <p>AC Collaboration: TCPJAC/CEAC</p>	

#	New or One-Time Projects⁴ [Group projects by priority number.]	
4.	Amend Cal. Rules of Court, rule 4.107	Priority 1 (a)⁵
		Strategic Plan Goal 3⁶
	<p>Project Summary⁷: Assembly Bill 199 (2022 Stats., ch. 57) reduced the maximum civil assessment amount from \$300 to \$100. Rule 4.107 references a \$300 civil assessment. The rule needs to be revised to reflect the accurate amount and also reviewed for accuracy.</p> <p>Status/Timeline: Anything other than technical changes will require circulation for public comment, anticipated circulation for comment in Spring 2023.</p> <p>Fiscal Impact/Resources:</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Anything other than technical changes will circulate for public comment.</p> <p>AC Collaboration: TCPJAC/CEAC</p>	
5.	Revision of Agreement to Pay and Forfeit Bail in Installments forms and Agreement to Pay Traffic Violator School Fees in Installments (form TR-300), (form TR-300 (online)), form TR-310), and (form TR-310 (online))	Priority 2(f)⁵
		Strategic Plan Goal 3⁶
	<p>Project Summary⁷: Assembly Bill 199 (2022 Stats., ch. 57), necessitated some changes to the TR-300 and TR-310, which were done in 2022 on an expedited basis without circulation for comment. However, these forms are in need of a more substantial revision, including a reevaluation about the intended audience of the forms and whether separate “online” versions of the forms are still necessary in light of all council forms being accessible and fillable online.</p> <p>Status/Timeline: Anticipated circulation for comment in Spring 2023.</p> <p>Fiscal Impact/Resources:</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Any proposal will be circulated for public comment.</p>	

#	New or One-Time Projects⁴ <i>[Group projects by priority number.]</i>
	<i>AC Collaboration:</i> TCPJAC/CEAC

#	Ongoing Projects and Activities ⁴ [Group projects by priority number.]	
1.	2023 Bail Schedules Revision	Priority 1(a)⁵
		Strategic Plan Goal 3⁶
	<p>Project Summary⁷: The Traffic Advisory Committee is required to revise and update the Uniform Bail and Penalty Schedules annually to conform with new laws, as required by Penal Code section 1269b and California Rule of Court 4.102.</p> <p>Status/Timeline: Anticipated January 2023 effective date.</p> <p>Fiscal Impact/Resources: Committee staff.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Will be circulated for public comment.</p> <p>AC Collaboration: N/A</p>	
2.	Review Pending and Enacted Legislation	Priority 1(a)⁵
		Strategic Plan Goal 2, 3⁶
	<p>Project Summary⁷: Review pending and enacted legislation that may have an impact on traffic court administration. Provide subject matter expertise on legislation, including fiscal impacts for the courts. Propose rules and forms necessary to comply with legislation or other directives.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Committee Staff, Governmental Affairs.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: N/A</p> <p>AC Collaboration: N/A</p>	

#	Ongoing Projects and Activities ⁴ [Group projects by priority number.]	
3.	Traffic Bench Officer and Temporary Judge Training	Priority 1(a)⁵
		Strategic Plan Goal 5⁶
	<p>Project Summary⁷: Provide advice as requested by the Center for Judicial Education and Research (CJER) with development of traffic training programs and materials for bench officers and temporary judges assigned to traffic proceedings.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Committee staff.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: N/A</p> <p>AC Collaboration: CJER Governing Committee.</p>	

III. LIST OF 2022 PROJECT ACCOMPLISHMENTS

[Provide highlights and achievements of completed projects that were included in the 2022 Annual Agenda.]

#	Project Highlights and Achievements <i>[Provide brief, broad outcome(s) and completed date.]</i>
1.	The committee updated the Uniform Bail and Penalties Schedule to be consistent with 2022 legislation, completed December 2022.
2.	The committee provided Government Affairs office and the council's Legislation Committee subject matter expertise on numerous pending traffic bills, including operational and fiscal impacts of proposed legislation, ongoing.
3.	In order to facilitate remote proceedings for infractions, the committee recommended repealing California Rules of Court, rule 4.220, and revoking the forms based on that rule. Penal Code section 1428.5, which as urgency legislation became effective on signing on July 16, 2021, authorizes remote proceedings for all infraction cases and authorizes the council to adopt rules regarding such proceedings. Rule 4.220, adopted <i>before</i> the new Penal Code section, was more restrictive than permitted under the new statute and is inconsistent with how courts have conducted remote proceedings for infractions under emergency rules. The Judicial Council revoked the rule and related forms by circulating order on May 11, 2022.
4.	The committee has begun examining and revising Traffic Instructions and Citations (TR-INST, TR-100, TR-106, TR-108, TR-115, TR-120, TR-130, TR-135, TR-145) using plain language and other updates, along with Behavioral Science experts who helped to identify improvements to the MyCitations system for online ability-to-pay determinations.